

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON  
Wednesday, March 25, 2025, 1:00 p.m.  
Hybrid from the  
John Gumm Building and Civic Center in  
St. Helens, Oregon

**WORK SESSION**

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Present: Commissioner Kellie Jo Smith, Commissioner Margaret Magruder, Commissioner Casey Garrett, Spencer Parsons, SR. Assistant County Counsel, and Jacyn Normine, Administrator.

**CALL TO ORDER**

Commissioner Smith called this meeting to order at 1:00 pm.

**APPROVE AGENDA**

- Commissioner Garrett moved to approve the agenda. Commissioner Magruder seconded. **Vote:** KJS, MM & CG in favor. Motion Approved.

**DISCUSSION ITEMS**

1. Laurie Oliver, Sierra Trass, and Ben Burgener from The Columbia Business Alliance (CBA) joined the Board to share the CBA's mission to strengthen the Columbia County business ecosystem by helping local businesses start, grow, and succeed in their communities through collaboration, education, resource access, and promotion and to request from the County for space at the John Gumm Building for storage, access to the Auditorium and downstairs conference room for community events and business classes, and a \$75,000 contribution. After the discussion, the Board asked CBA to provide additional information, i.e., a business plan and a list of interested partners. The Board will consider a contribution during the upcoming FY26/27 budget season.

**ADMINISTRATOR BOARD MATTERS**

- Request to approve Letter of Support for the NEXT Renewable Fuels (NWP-2020-0038) Clean Water Act Permit. Commissioner Garrett moved to approve the Letter of Support for NEXT Renewable Fuels. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS, MM & CG in favor. Motion Approved.
- Request to approve Letter of Support for Community Action Team's Grant Application, Self-Help Owner Occupied Housing Rehabilitation Program. Commissioner Garrett moved to approve the Letter of Support for Community Action Team's Grant Application, Self-Help Owner Occupied Housing Rehabilitation Program. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS, MM & CG in favor. Motion Approved.
- Request to approve Letter of Support for Port of Columbia County, Connect Oregon X Application for the Port Westward Beaver Dock Modernization Project. Commissioner

Garrett moved to approve the Letter of Support for Port of Columbia County Connect Oregon X Application for the Port Westward Dock Modernization Project. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS, MM & CG in favor. Motion Approved.

- Request to allow staff access to the John Gumm Building and Civic Center during business hours. Currently, only Department Heads and Management can access the building without using the intercom system. After the discussion. KJS, MM & CG are in favor. Jacyn will review the building policy and work with County Counsel to amend it.
- Today, we have the CIS-Training Defensive Driving taking place in the Auditorium. Tomorrow, Public Health will be hosting a Training on Suicide Prevention in the Community room, 9:30 am -12:30 pm, and CCMH and City/County Partners will be using the Auditorium tomorrow afternoon for the HR1 Federal Funding Meeting from 3 pm - 5pm.

**ADJOURN**

With nothing further to come before this Board, the meeting adjourned.

The recording of this meeting is posted at [www.columbiacountyor.gov/meetings](http://www.columbiacountyor.gov/meetings)

The next regular scheduled meeting is April 1, 2026.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By:  \_\_\_\_\_  
Kellie Jo Smith, Chair

By:  \_\_\_\_\_  
Casey Garrett, Commissioner

By:  \_\_\_\_\_  
Jacyn Normine, Administrator,

By:  \_\_\_\_\_  
Margaret Magruder, Commissioner